

## Brownfields Assessment Cooperative Agreement Quarterly Report

<b>Grantee Name:</b> City of Bremerton
<b>Cooperative Agreement Number:</b> BF – 9604651 - 0
<b>Start Date:</b> 07/20/2006 <b>End Date:</b> 09/30/2009 <b>Quarterly report number:</b> #12
<b>Date submitted:</b> October 27, 2009 <b>Federal fiscal quarter(s) covered by report:</b> #3-2009
<b>Prepared by:</b> Lynn Price, P.E., Project Manager, 3027 Olympus Drive, Bremerton, WA, 98310, email: lynn.price@ci.bremerton.wa.us, phone number: 360-473-5272
<b>Submitted by [if different]:</b> Same as above
This Quarterly Report is provided to Joanne LaBaw, EPA Project Officer, by electronic copy

### **ACTIVITIES PERFORMED DURING THE QUARTER**

**Modifications to Work Plan or Budget:** There is no change to the work plan or budget. The primary Contract remains the same.

**Delays encountered during this reporting period include:**

No delays to report this period.

**Assessment Activities:** None during this quarter. All assessment work under the Brownfields grant has been completed. Further assessment work is currently being performed under a TBA.

**Redevelopment Activities:** None during this quarter.

**Community Involvement:** No activity this period. The Community Involvement Phase is not anticipated until the TBA results are obtained and a full summary of all assessment activities can be prepared for communication to the public.

**Meetings and Travel:** No scheduled meetings and/or authorized travel to report this period.

**Deliverables/Work Products:** No deliverables or work product this report period.

### **ANTICIPATED ACTIVITIES NEXT QUARTER:**

**TASK 1 - PROJECT MANAGEMENT:** Preparation of the Quarterly Progress Report and MBE/WBE Utilization Form.

**TASK 2 - PUBLIC INVOLVEMENT:** No activity anticipated in the next quarter.

**TASK 3 - SITE CHARACTERIZATION:**

No site characterization activities are anticipated in the next quarter.

### **BUDGET STATUS:**

Please refer to Tables 1 and 2 below for a presentation of the current budget status.

**FUNDS EXPENDED:**

No grant funds were expended and no applications for payment were made during the quarter. A total of \$185,883.80 of the \$200,000.00 (92.94%) grant funds have been expended to date.

**PROPERTY PROFILE FORM/FORM UPDATE:**

No changes to report to the Property Profile this Quarterly Report.

**Table 1 - Summary of Quarterly Expenses by Task for Report Period: 2-2009**

<b>Budget Categories</b>	<b>Task 1 (Project Management)</b>	<b>Task 2 (Public Involvement)</b>	<b>Task 3 (Site Characterization)</b>	<b>Total Quarterly Expenses</b>	
<b>Personnel</b>	\$0	\$0	\$0	\$0	
<b>Supplies</b>	\$0	\$0	\$0	\$0	
<b>Contractual</b>	\$0	\$0	\$0	\$0	
<b>Travel</b>	\$0	\$0	\$0	\$0	
<b>Total Direct Charges</b>	\$0	\$0	\$0	\$0	
<b>Total Current Quarterly Expenses</b>	\$0	\$0	\$0	\$0	
<b>Cumulative Overall Project Expenses</b>	\$24,877.06	\$0	\$161,006.74	\$185,883.80	

**Table 2 - Summary of Expenses by Category for Report Period: 3-2009**

<b>Budget Categories</b>	<b>Budgeted Amount</b>	<b>Previously Expended</b>	<b>Expenses this Quarter</b>	<b>Total Cumulative Expenses</b>	<b>Balance</b>
<b>Personnel</b>	\$16,000	\$28,501.71	\$0	\$28,501.71	- <i>\$12,501.71</i>
<b>Supplies</b>	\$500	\$10.48	\$0	\$10.48	\$489.52
<b>Contractual</b>	\$181,500	\$155,913.21	\$0	\$155,913.21	\$25,586.79
<b>Travel</b>	\$2,000	\$1,458.40	\$0	\$1,458.40	\$541.60
<b>Total Direct Charges</b>	\$200,000	\$185,883.80	\$0	\$185,883.80	\$14,116.20
<b>Total Cumulative Expenses</b>	\$200,000	\$185,883.80	\$0	\$185,883.80	\$14,116.20

**Attachment:** MBE/WBE Utilization Form-Federal for Fiscal Quarter 3 (Apr-June, 2009).